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7 August 1951

MEMORANDUM FOR: Chief, Administrative Services
SUBJECT : Personnel Authorization

1. The Advisor for Management has been authorized on this date to prepare, in coordination with you, a manning table for a training section in your Office to be a part of an Administrative Personnel Training Pool. The number of additional personnel to be provided for training by your Office through this means will not exceed forty-four (44).

2. The currently approved T/O for your Office will not be increased for this purpose, although the training authorization will be in excess of the total now authorized by your T/O.


Assistant Deputy Director
Administration

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ADD/A chrono
✓ " subj file "Services"

Note: See memo dtd 7 Aug to Adv for Mgmt,
Sub: "Adm Trng Pool."

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